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LANCASTER COUNTY  
CLERK

**CONTRACT DOCUMENTS**

**CITY OF LINCOLN, NEBRASKA,  
LANCASTER COUNTY,  
LINCOLN - LANCASTER COUNTY  
PUBLIC BUILDING COMMISSION**

**ANNUAL REQUIREMENTS  
FOR  
Fluorescent Bulb Recycling Services  
Bid No. 2807**

**A-TEC Recycling  
P.O. Box 7391  
Des Moines, IA 50309-7391  
800-551-4912**

**CITY OF LINCOLN/LANCASTER COUNTY, NEBRASKA and  
LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION  
CONTRACT AGREEMENT**

THIS CONTRACT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2009, by and between **A-TEC Recycling, P.O. Box 7391, Des nes, IA 50309-7391**, hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, and the County of Lancaster, Nebraska, a political subdivision of the State of Nebraska, and the Lincoln-Lancaster County Public Building Commission hereinafter called the "Owners".

WHEREAS, the Owners have caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

For providing **Fluorescent Bulb Recycling Services, Bid No. 2807** and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the Owners, in the manner and at the time specified, a sealed Proposal/Supplier Response in accordance with the terms of said advertisement; and,

WHEREAS, the Owners, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals/Supplier Responses submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal/Supplier Responses, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the mutual covenants herein contained, the Contractor and the Owners have agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other construction accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute construct, and complete all Work included in and covered by the Owners' award of this Contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor's Proposal, or part thereof, as follows:

**Agreement to full proposal.**

2. The Owners agree to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefore, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the Owners:

**Owners will pay for products/service, according to the pricing as listed in  
Contractors Proposal/Supplier Response, a copy thereof being attached to and  
made a part of this Contract. Owners shall order on as an needed basis for the  
duration of the contract.**

3. Equal Employment Opportunity. In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. E-Verify. In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section.
5. Termination. This Contract may be terminated by the following:
  - 5.1) Termination for Convenience. Either party may terminate this Contract upon thirty (30) days written notice to the other party for any reason without penalty.
  - 5.2) Termination for Cause. The Owners may terminate the Contract for cause if the Contractor:
    - 5.2.1) Refuses or fails to supply the proper labor, materials and equipment necessary to provide **Fluorescent Bulb Recycling Services**.
    - 5.2.2) Disregards Federal, State or local laws, ordinances, regulations, resolutions or orders.
    - 5.2.3) Otherwise commits a substantial breach or default of any provision of the Contract Document. In the event of a substantial breach or default the Owners will provide the Contractor written notice of said breach or default and allow the Contractor ten (10) days from the date of the written notice to cure such breach or default. If said breach or default is not cured within ten (10) days from the date of notice, then the contract shall terminate.
6. Independent Contractor. It is the express intent of the parties that this contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the Owners and employees of the Owners shall not be deemed to be employees of the Contractor. The Contractor and the Owners shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the Owners' employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
7. Owner Inclusion. It is understood and agreed by all parties that "Owner/s" shall include the City of Lincoln, Lancaster County, Nebraska and Lincoln-Lancaster County Public Building Commission. Whenever in the Contract documents, including the instructions to bidders, specifications, insurance requirements, bonds, and terms and conditions of any other documents which are a part of the Contract, a singular entity is referenced (i.e., "the City" or "the County" or "Building Commission") it shall mean the "Owners" encompassing the City of Lincoln, Lancaster County and Lincoln-Lancaster County Building Commission.
8. Contract Term. This Contract shall be effective upon execution by both parties. The Work included in this Contract shall begin upon execution by both parties. The term of the Contract shall be a two (2) year term from the date of execution by both parties. The parties shall have the option to renew the Contract for one (1) additional two (2) year terms upon the written mutual consent of the parties.

9. The Contract Documents comprise the Contract, and consist of the following:
1. Instructions to Bidders
  2. Insurance Clause
  2. Accepted Proposal/Response
  3. Contract Agreement
  4. Specifications

These Contract Agreements, together with the other Contract Documents herein above mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The Contractor and the Owners hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Contractor and the Owners do hereby execute this contract.

**EXECUTION BY THE CITY OF LINCOLN, NEBRASKA**

ATTEST:

CITY OF LINCOLN, NEBRASKA

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
*Mayor*

Approved by \_\_\_\_\_

dated \_\_\_\_\_

**LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION**

Attest:

\_\_\_\_\_  
Public Building Commission Attorney

\_\_\_\_\_  
Chairperson, Public Building Commission

dated 12-8-2009

**EXECUTION BY LANCASTER COUNTY, NEBRASKA**

Contract Approved as to Form:

\_\_\_\_\_  
Lancaster County Attorney

The Board of County Commissioners of  
Lancaster, Nebraska

\_\_\_\_\_  
*Dee Schorr*  
\_\_\_\_\_  
*Mr. J. Fleming Jr.*  
\_\_\_\_\_  
*Brian Neer*  
\_\_\_\_\_  
*James Paulsen*  
Workman Absent

dated 12/22/09

**EXECUTION BY CONTRACTOR**

IF A CORPORATION:

ATTEST:

\_\_\_\_\_(SEAL)  
Secretary

A-TEC Recycling, Inc.  
Name of Corporation  
P.O. Box 7391 Des Moines, IA 50307  
(Address)  
Xiang Young  
By: \_\_\_\_\_  
Duly Authorized Official  
President  
Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

\_\_\_\_\_  
Name of Organization  
\_\_\_\_\_  
Type of Organization  
\_\_\_\_\_  
(Address)  
By: \_\_\_\_\_  
Member  
By: \_\_\_\_\_  
Member

IF AN INDIVIDUAL:

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Signature

# City of Lincoln/Lancaster County (Lincoln Purchasing)

## Supplier Response

Bid Information		Contact Information	Ship to Information
Bid Creator	Robert Walla Asst. Purchasing Agent	Address	Address
Email		Contact	Contact
Phone	1 (402) 441-8309	Department	Department
Fax	1 (402) 441-6513	Building	Building
Bid Number	2807	Floor/Room	Floor/Room
Title	Flourescent Bulb Recycling Services	Telephone	Telephone
Bid Type	Quote	Fax	Fax
Issue Date	11/05/2009	Email	Email
Close Date	11/12/2009 2:00:00 PM CST		
Need by Date			

### Supplier Information

Company A-TEC Recycling  
 Address PO Box 7391  
  
 Des Moines, IA 50309-7391  
 Contact Larry Young  
 Department  
 Building  
 Floor/Room  
 Telephone 1 (800) 551-4912  
 Fax 1 (515) 263-6970  
 Email lyoung@a-tec-recycling.com  
 Submitted 11/11/2009 4:50:13 PM CST  
 Total \$25.73

Signature

### Supplier Notes

All containers provided for free for any item you chose to recycle with us. All labels for each container and all state and EPA required paperwork will be provided for each individual facility. We will help load or load all items ourselves.

### Bid Notes

### Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Insurance Requirements	I acknowledge reading and understanding the Insurance Requirements.	Yes

2	Specifications	I acknowledge reading and understanding the specifications.	Yes
3	Electronic Signature	Please check here for your electronic signature.	Yes
4	Instructions to Bidders	I acknowledge reading and understanding the instructions to Bidders.	Yes
5	Renewal is an Option	Contract Extension Renewal is an option.	Yes
6	Contact	Name of person submitting this bid:	Larry Young
7	Minimum Materials Amount Per Pickup	List the minimum number of fluorescent tubes and/or other equipment necessary per stop: If there is no minimum, please say "no minimum".	\$50 with minimum of 5 locations per trip (2 consecutive days)
8	Packaging	How do you want the tubes and other materials to be packaged for pickup? Will you provide containers as part of your bid?	Drums will be provided for everything at no charge as long as drums remain intact when received back.
9	References	List references for at least two other entities of which you are providing a similar service. Include: Company Name Contact Name Address Phone Number Length of Service	OPPD - Dick Varner 444 s. 16th 402-636-2304 Omaha, 68102-2247 (appx. 6 locations) 6 years service Superior Lighting, Inc. - Sue Marks 2121 S. 24th st. 800-994-5267 ext. 111 Omaha 68108 (over 500 customer locations serviced in Nebraska) 15 years of service
10	Material Disposal Location	List the address where all material will be taken for recycling.	5745 NE 17th St. Des Moines, IA 50313
11	Restricted Items	Are there any items listed in the specs that you will not pickup for recycling under this contract? Yes/No - If yes, which are they?	no
12	Additional Charges	List the amount you will charge if a location requires a pickup prior to the minimum quantity being available:	\$50

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## Line Items

#	Qty	UOM	Description	Response
1	1	EA	Flourescent Tube - 4'Long and Less	\$0.28
Item Notes:				
Supplier Notes:				
2	1	EA	Flourescent Tube - 5'Long and Longer	\$0.40
Item Notes:				
Supplier Notes:				
3	1	EA	Incandescent Tube	\$0.25
Item Notes:				
Supplier Notes:				
4	1	EA	HID	\$1.00
Item Notes:				
Supplier Notes:				
5	1	EA	U-Bend Tube	\$0.40
Item Notes:				
Supplier Notes:				
6	1	EA	Circular Tube	\$0.40
Item Notes:				
Supplier Notes:				
7	1	EA	Compact Flourescent Bulb	\$0.25
Item Notes:				
Supplier Notes:				
8	1	EA	Broken Bulbs and Tubes	\$2.00
Item Notes:				
Supplier Notes: This will be by the pound if material is crushed				



9	1	EA	Ballast PCB	\$0.75
Item Notes:				
Supplier Notes: PCB incineration will be by the pound. Ballast can range in weight from 3 pounds to 25 pounds				
10	1	EA	Ballast Non-PCB	\$0.00
Item Notes:				
Supplier Notes: No charge on non-PCB ballast and and capacitors and transformers				
11	1	EA	PCB Capacitors	\$2.50
Item Notes:				
Supplier Notes: PCB incineration will be by the pound including wastes outside of the ballast or capacitor or transformer				
12	1	EA	Transformers	\$2.50
Item Notes:				
Supplier Notes: PCb incineration will be by the pound				
13	1	EA	Mercury Switches	\$5.00
Item Notes:				
Supplier Notes: Mercury recovery will be by the pound including all mercury liquids and wastes				
14	1	EA	Thermostats	\$5.00
Item Notes:				
Supplier Notes: Mercury recovery will be by the pound				
15	1	EA	Manometers	\$5.00
Item Notes:				
Supplier Notes: Mercury recovery will be by the pound				
Response Total:				\$25.73

**Specifications**  
**Fluorescent Bulb Recycling Services**  
**City of Lincoln, Lancaster County and Public Building Commission**

**1. GENERAL CONDITIONS**

- 1.1 The City of Lincoln, Lancaster County and the Lincoln-Lancaster County Public Building Commission have approximately 46 locations throughout the City of Lincoln, NE that will generate approximately 15,000 fluorescent tubes, bulbs and related waste per year.
- 1.2 A contractor is needed to collect fluorescent tubes, bulbs and related materials and properly recycle and dispose of the residual material.
- 1.3 A list of the materials that local governmental office may recycle include, but are not limited to the following:
  - Fluorescent Tube 4' and less
  - Fluorescent Tube 5' or more
  - Incandescent bulb
  - HID
  - U-Bend Tube
  - Circular Tube
  - Compact Fluorescent Bulb
  - Broken bulbs and tubes
  - Ballast PCB / DEHP
  - Ballast Non-PCB
  - PCB Capacitors
  - Transformers
  - Mercury Swithes
  - Thermostats
  - Manometers
- 1.4 Vendor shall list the minimum number of fluorescent tubes per stop or pick-up in the Attribute section of the ebid .
- 1.5 Vendor shall provide information in the attribute section of the ebid explaining how the waste materials must be packaged for pickup.
- 1.6 Vendor must include all expenses and costs in their per item pricing.
  - 1.6.1 No fuel surcharges or any other charges will be allowed during the term of this contract.
- 1.7 Collection, processing, recycling and disposal of materials shall comply with all local, state and federal regulatory requirements.
- 1.8 The term of the contract will be for (2) two years with the option to renew for (1) one additional (2) two year term.
- 1.9 Awarded Vendor must provide proof of insurance meeting the requirements as listed in the Insurance Requirements for City, County and Public Building Commission.
- 1.10 All invoices will be issued to the location where the pickup was made.
  - 1.10.1 See Attachment 2 for the billing addresses and accounts payable person for each building.
- 1.11 See Attachment 1 for a complete list of all locations where pickups will be made by Vendor.

**LISTING OF FACILITY AND CONTACT PERSONS**  
**ATTACHMENT 1**

<b><u>FACILITY</u></b>	<b><u>CONTACT PERSON</u></b>
<b><u>Building Commission:</u></b>	
<b>County/City Building</b> 555 So 10th St	Mike Lee/Matt Lawson 441-7387/ 441-7189 (w); 499-4434 (cell)
<b>Hall of Justice</b> 575 So 10 <sup>th</sup> St	Mike Lee/Matt Lawson/ Cheri Marti 441-7387/441-7189 (w); 499-4434 (cell)/441-7211
<b>Old City Hall</b> 920 "O" St	Jeane Sayers 441-7355
<b>Data Processing</b> 233 So. 10th St	Bob Cigelman 429-2252 Peggy Hielen, Data Processing 441-7679
<b>Health Department</b> 3140 N Street	Matt Lawson/Doyle Reinwald 430-4164 441-7189 (w); 499-4434 (cell) Laurel Erickson, Health Dept 441-8035
<b>Trabert Hall</b> 2202 So. 11 <sup>th</sup> St	Mike Perry/Larry Donnelly 525-1775/441-6692
<b>K Street Complex</b> 440 S. 8 <sup>th</sup> St Loading Dock	Lee Irons 450-3650
<b>Court House Plaza</b> 633 So 9 <sup>th</sup> St.	Matt Lawson 441-7189 (w); 499-4434 (cell)
<b>Lincoln Area Agency on Aging</b> Downtown Senior Center 1005 O Street	Donna Barret/Deb Peck 441-6157/441-6158

**FACILITY****CONTACT PERSON****City Facilities****Police Department**

**Police Garage**  
635 J St

Bethy Kohl  
Police Department Garage  
575 S. 10<sup>th</sup> St  
Lincoln, Ne 6808

**Public Works and Utilities Department**

**Theresa Street Wastewater  
Treatment Plant**  
2400 Theresa St

Rod Henrickson  
Theresa Street Wastewater Treatment Plant  
2400 Theresa St  
Lincoln, NE 68521

**Northeast Wastewater Treatment Plant**  
7000 North 70<sup>th</sup> St

Bill Ebbers  
Northeast Wasterwater Treatement Plant  
7000 N. 70<sup>th</sup> St  
Lincoln, NE

**Lincoln Water System**  
2021 No. 27th St.

Avery Quakenbush  
430-4406

**Maintenance**  
901 No. 6th St.

Linda Heinisch  
441-7703

**StarTran**  
710 J Street

Glenn Knust  
441-8317

**Engineering Services**  
531 Westgate Blvd

Amy Cornelius-Jones  
441-8009

**Parks and Recreation Department**

**Administration Building**  
28th & A St.

Dave Bomberger  
441-6051

**F Street Recreation Center**  
1225 F Street

Dave Bomberger  
441-6051

**Pioneer Park Nature Center**  
3201 S. Coddington Ave

Nancy Furman  
441-6051

**Highlands Golf Course  
Club House**  
5501 NW 12<sup>th</sup> St

Jeff Gasseling  
441-6180

**Maintenance Shop**  
5501 NW 12<sup>th</sup> St

**City Facilities (Continued)**

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**FACILITY**

**Mahoney Golf Course**

**CONTACT PERSON**

<b>Club House</b> 8100 Adams St. <b>Maintenance Shop</b> 8100 Adams St.	Alan Culver 441-8972
<b>Jim Ager Junior Golf Course</b> <b>Club House</b> 3761 Normal Blvd	Jay Tussing 441-8965
<b>Holmes Golf Course</b> <b>Maintenance Shop</b> 3701 South 70 <sup>th</sup> St	Jay Tussing 441-8965
<b>Pioneer Park Golf Course</b> <b>Club House</b> 3403 W Van Dorn St <b>Maintenance Shop</b> 3403 W Van Dorn St	Brian Hammer 441-8968
<b>Star City Shores</b> 27 <sup>th</sup> & Hwy 2	Dave Bomberger
<b>University Pool</b> N 48 <sup>th</sup> St. & Francis St.	Dave Bomberger
<b>Woods Pool and Tennis Courts</b> 30 <sup>th</sup> & J Street	Dave Bomberger
<b>Air Park Pool</b> 4000 NW 46 <sup>th</sup> St	Dave Bomberger
<b>Ballard Pool</b> 3901 N. 66 <sup>th</sup> St	Dave Bomberger
<b>Belmont Pool</b> 12 <sup>th</sup> & Mannett	Dave Bomberger
<b>Eden Pool</b> 4400 Antelope Creek Road	Dave Bomberger
<b>Highlands Pool</b> 5511 NW 12 <sup>th</sup> St	Dave Bomberger
<b>Irvingdale Pool</b> 19 <sup>th</sup> & Van Dorn St.	Dave Bomberger
<b>Meadow Heights Pool</b> 900 W Avon	Dave Bomberger

City Facilities

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**FACILITY**

**CONTACT PERSON**

**Parks and Recreation Facilities (Continued)**

<b>Air Park Recreation Center</b> 3720 NW 46 <sup>th</sup> St	Dave Bomberger
<b>Auld Recreation Center</b> 3140 Sumner St	Dave Bomberger
<b>Easterday Recreation Center</b> 6130 Adams St	Dave Bomberger
<b>Central District Facility</b> South 21 <sup>st</sup> St	Dave Bomberger
<b>Northeast District Facility</b> 5045 Colby St	Dave Bomberger
<b>Northwest District Facility</b> 3120 N 5 <sup>th</sup> ST	Dave Bomberger
<b>Southeast District Facility</b> 6400 Normal Blvd	Dave Bomberger

**Lincoln Libraries**

<b>Bennet Martin</b> 136th So. 14 <sup>th</sup> St	Paul Jones 441-8513 Bills for all libraries
<b>Eisley Library</b> 1530 Superior St	
<b>Gere Library</b> 2400 S. 56th St.	
<b>Anderson Library</b> 3635 Touzalin	
<b>Walt Library</b> 6701 S 14 <sup>th</sup> St	
<b>South Library</b> 2675 South St	
<b>Bethany Library</b> 1810 N. Cotner	

**Lincoln Fire and Rescue Department**

<b>Headquarters Station #1</b> 1801 Q Street	Kim Kabourek 441-7393 Bills for all Fire Stations
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**City Facilities**

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<b><u>FACILITY</u></b>	<b><u>CONTACT PERSON</u></b>
<b>Lincoln Fire and Rescue Department (continued)</b>	
<b>Station #2</b> 1545 N. 33 <sup>rd</sup> St	
<b>Station #3</b> 2 <sup>nd</sup> & N Street	
<b>Station #4</b> 5600 S. 27 <sup>th</sup> St	
<b>Station #5</b> 3640 Touzalin	
<b>Station #6</b> 5051 S. 48 <sup>th</sup> St	
<b>Station #7</b> 1345 S Cotner	
<b>Station #8</b> 2760 s. 17 <sup>th</sup> St	
<b>Station #9</b> 901 N Cotner	
<b>Station #10</b> 1440 Adams	
<b>Station #12</b> 2201 S 84 <sup>th</sup> St	
<b>Station #13</b> 1700 S. Coddington	
<b>Station #14</b> 5435 NW 1 <sup>st</sup> St	
<b>Urban Development Department</b>	
<b>Haymarket Garage</b> 848 Q St Lincoln, NE 68508	Accounts Payable 441-4622
<b>Carriage Park Garage</b> 1128 L Street	

**FACILITY****CONTACT PERSON****County Facilities:**

**Motor Vehicle Dept**  
625 N. 46th St

Cindy Dittmer  
Property Management  
920 "O" Street Suite 203  
Lincoln, NE 68508  
441-7355

**Election Commission**  
601 N. 46<sup>th</sup> St

Cindy Dittmer  
Property Management  
920 "O" Street Suite 203  
Lincoln, NE 68508  
441-7355

**Drivers Testing Center**  
500 West O Street

Cindy Dittmer  
Property Management  
920 "O" Street Suite 203  
Lincoln, NE 68508  
441-7355

**Community Mental Health Center**  
2200 St. Marys Ave  
Lincoln, Ne 68502

Cindy Dittmer  
Property Management  
920 "O" Street Suite 203  
Lincoln, NE 68508  
441-7355

**Cooperative Extension**  
444 Cherrycreek Rd  
Lincoln, Ne 68528

Kay Coffey  
441-7180

**County Corrections**  
605 So 10<sup>th</sup> St  
Lincoln, Ne 68508

Angie Koziol, Corrections Dept  
441-8916 (w)

**County Engineer**  
444 Cherrycreek Rd Building C  
Lincoln, Ne 68528

Dianne Hergott  
441-7681

**Lancaster Manor**  
1001 South Street  
Lincoln, Ne 68502

Accounts Payable Dept  
441-7101

**Youth Services  
Detention Center**  
1200 Radcliff St  
Lincoln, Ne 68502

Melissa Hood  
441-7090



ATTACHMENT 2  
LISTING OF FACILITY AND BILLING CONTACT PERSON AND ADDRESS

<u>FACILITY</u>	<u>CONTACT PERSON</u>
<b><u>Building Commission:</u></b>	All the buildings in this category should be billed to:
<b>County/City Building</b> 555 So 10th St	Cindy Ditmer Property Management 920 "O" Street, Suite 203 Lincoln, NE 68508 441-7355
<b>Hall of Justice</b> 575 So 10 <sup>th</sup> St	
<b>Old City Hall</b> 920 "O" St	
<b>Data Processing</b> 233 So. 10th St	
<b>Health Department</b> 3140 N Street	
<b>Trabert Hall</b> 2202 So. 11 <sup>th</sup> St	
<b>K Street Complex</b> 440 S. 8 <sup>th</sup> St Loading Dock	
<b>Court House Plaza</b> 633 So 9 <sup>th</sup> St.	
<b>Northeast Senior Center</b> 6320 Platte Ave	
<b>LPD Service Sub Station</b> 1501 N. 27 <sup>th</sup> St	
<b>Lincoln Area Agency on Aging</b> <b>Downtown Senior Center</b> 1005 O Street	

**FACILITY****CONTACT PERSON****City Facilities****Public Works and Utilities Department****Theresa Street Wastewater****Treatment Plant**

2400 Theresa St

Steve Crisler/Rod Henrickson

441-9666(w) 429-0090 (cell)/

441-7978(w) 416-1308 (cell)

**Northeast Wastewater Treatment Plant**7000 North 70<sup>th</sup> St

Steve Crisler/Bill Ebbers

441-9666(w) 429-0090 (cell)/

441-7168 (w) 326-2709 (cell)

**Lincoln Water System**

2021 No. 27th St.

Avery Quakenbush

430-4406

**Maintenance**

901 No. 6th St.

Jay Edmiston/Andrew Edwards

441-7701/441-7088

**StarTran**

710 J Street

Glenn Knust

441-8317

**Engineering Services**

531 Westgate Blvd

Greg Topil

441-8237

**Parks and Recreation Department****Administration Building**

28th &amp; A St.

Matt Mittelstadt/Dave Bomberger

441-7890/441-6051

**F Street Recreation Center**

1225 F Street

Holly Lewis/Dorothy Skorupa

441-7960/441-7951

**Pioneer Park Nature Center**

3201 S. Coddington Ave

Becky Seth

441-8708

**Highlands Golf Course****Club House**5501 NW 12<sup>th</sup> St

Jeff Gasseling

441-6180

**Maintenance Shop**5501 NW 12<sup>th</sup> St

Jeff Gasseling

441-6180

**Mahoney Golf Course****Club House**

8100 Adams St.

Alan Culver

441-8972

**Maintenance Shop**

8100 Adams St.

Alan Culver

441-8972

**City Facilities (Continued)****Page 2****FACILITY****Jim Ager Junior Golf Course****Club House****CONTACT PERSON**

Jay Tussing

3761 Normal Blvd	441-8965
<b>Holmes Golf Course</b> <b>Maintenance Shop</b> 3701 South 70 <sup>th</sup> St	Jay Tussing 441-8965
<b>Pioneer Park Golf Course</b> <b>Club House</b> 3403 W Van Dorn St	Brian Hammer 441-8968
<b>Maintenance Shop</b> 3403 W Van Dorn St	Brian Hammer 441-8968
<b>Star City Shores</b> 27 <sup>th</sup> & Hwy 2	Holly Lewis/Manager 441-7960/441-6666
<b>University Pool</b> N 48 <sup>th</sup> St. & Francis St.	Holly Lewis/Manager 441-7960/441-7834
<b>Woods Pool and Tennis Courts</b> 30 <sup>th</sup> & J Street	Holly Lewis/Manager 441-7960/441-7782
<b>Air Park Pool</b> 4000 NW 46 <sup>th</sup> St	Holly Lewis/Manager 441-7960/441-7829
<b>Ballard Pool</b> 3901 N. 66 <sup>th</sup> St	Holly Lewis/Manager 441-7960/441-7898
<b>Belmont Pool</b> 12 <sup>th</sup> & Mannett	Holly Lewis/Manager 441-7690/441-7826
<b>Eden Pool</b> 4400 Antelope Creek Road	Holly Lewis/Manager 441-7690/441-7827
<b>Highlands Pool</b> 5511 NW 12 <sup>th</sup> St	Holly Lewis/Manager 441-7690/441-7800
<b>Irvingdale Pool</b> 19 <sup>th</sup> & Van Dorn St.	Holly Lewis/Manager 441-7690/441-7828
<b>Meadow Heights Pool</b> 900 W Avon	Holly Lewis/Manager 441-7690/441-7833
<b>Air Park Recreation Center</b> 3720 NW 46 <sup>th</sup> St	Holly Lewis/Manager 441-7690/441-6792

**City Facilities**

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<b><u>FACILITY</u></b>	<b><u>CONTACT PERSON</u></b>
<b>Parks and Recreation Facilities (Continued)</b>	
<b>Auld Recreation Center</b> 3140 Sumner St	Holly Lewis/Manager 441-7690/441-7877
<b>Easterday Recreation Center</b> 6130 Adams St	Holly Lewis/Manager 441-7690/441-7901
<b>Northeast District Facility</b> 50 <sup>th</sup> & Colby	Chris Meyers 441-7887
<b>Northwest District Facility</b> 3150 N 5 <sup>th</sup> St	Jim Portis 441-7958
<b>Southeast District Facility</b> 6400 Normal Blvd	Matt Mittelstadt 441-7890
<b>Southwest District Facility</b> 210 South 21 <sup>st</sup> St	Dave Alder 441-7891
<b><u>Lincoln Libraries</u></b>	
<b>Bennet Martin</b> 136th So. 14 <sup>th</sup> St	Greg Mickells 441-8511
<b>Eisley Library</b> 1530 Superior St	Greg Mickells/Julie Hector, Supervisor 441-8511/441-4250
<b>Gere Library</b> 2400 S. 56th St.	Greg Mickells/Carol Swanson, Supervisor 441-8511/441-8560
<b>Anderson Library</b> 3635 Touzalin	Greg Mickells/Kimberly Shelly, Supervisor 441-8511/441-8540
<b>Walt Library</b> 6701 S 14 <sup>th</sup> St	Greg Mickells/Jodene Glaesemann, Supervisor 441-8511/441-4460
<b>Lincoln Fire and Rescue Department</b>	
<b>Headquarters Station #1</b> 1801 Q Street	John Huff /Jeane Pashalek 441-8351/326-1349
<b>Station #2*</b> 1545 N. 33 <sup>rd</sup> St	Jeanne Paslalek/Captain on Duty 326-1349/441-8372
<b>Station #3*</b> 2 <sup>nd</sup> & N Street	Jeanne Paslalek/Captain on Duty 326-1349/441-8373
<b>Station #4*</b> 5600 S. 27 <sup>th</sup> St	Jeanne Paslalek/Captain on Duty 326-1349/441-8374
<b>City Facilities</b>	
<b>Page 4</b>	

<u>FACILITY</u>	<u>CONTACT PERSON</u>
<b>Lincoln Fire and Rescue Department (continued)</b>	
<b>Station #5*</b> 3640 Touzalin	Jeanne Paslalek/Captain on Duty 326-1349/441-8375
<b>Station #6*</b> 5051 S. 48 <sup>th</sup> St	Jeanne Paslalek/Captain on Duty 326-1349/441-8376
<b>Station #7*</b> 1345 S Cotner	Jeanne Paslalek/Captain on Duty 326-1349/441-8377
<b>Station #8*</b> 2760 s. 17 <sup>th</sup> St	Jeanne Paslalek/Captain on Duty 326-1349/441-8378
<b>Station #9*</b> 901 N Cotner	Jeanne Paslalek/Captain on Duty 326-1349/441-8368
<b>Station #10*</b> 1440 Adams	Jeanne Paslalek/Captain on Duty 326-1349/441-8380
<b>Station #12*</b> 2201 S 84 <sup>th</sup> St	Jeanne Paslalek/Captain on Duty 326-1349/441-8392
<b>Station #13*</b> 1700 S. Coddington	Jeane Paslalek/Captain on Duty 326-1349/441-8393
<b>Urban Development Department</b>	
<b>Haymarket Garage</b> 848 Q St	John Rouse/Ken Smith 441-4622/441-6472
<b>Carriage Park Garage</b> 1128 L Street	John Rouse/Ken Smith 441-4622/441-6472

**FACILITY****CONTACT PERSON****County Facilities:**

**Motor Vehicle Dept**  
625 So 46th St.

Susan Ross  
441-7425

**Drivers Testing Center**  
500 West O Street

Darrell Polacek  
416-2240

**Community Mental Health Center**  
2200 St. Marys Ave

Judy Tannahill  
441-7940

**Cooperative Extension**  
444 Cherrycreek Rd

Gary Bergman  
441-7180

**County Corrections**  
605 So 10<sup>th</sup> St

Matt Lawson/Angie Koziol, Corrections Dept  
441-7189 (w); 499-4434 (cell)/ 441-8916 (w)

**County Engineer**  
444 Cherrycreek Rd Building C

Candy Hunt  
441-7681

**Lancaster Manor**  
1001 South Street

Jerry Allen  
441-7101 ext 264

**Youth Services  
Detention Center**  
1200 Radcliff St

Melissa Hood/Greg Pettibone/Annette Thompson  
441-7090/432-6852/441-8657

**Election Commission**  
601 N. 46<sup>th</sup> St

David Shively  
441-7059

INSURANCE CLAUSE TO BE USED FOR ALL CONTRACTS LANCASTER COUNTY, NEBRASKA; PUBLIC  
BUILDING COMMISSION, CITY OF LINCOLN, NEBRASKA  
OWNERS

The Contractor shall indemnify and save harmless the Owners from and against all losses, claims, damages, and expenses, including attorney's fees, arising out of or resulting from the performance of the contract that results in bodily injury, sickness, disease, death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom and is caused in whole or in part by the Contractor, any subcontractor, any directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. This section will not require the Contractor to indemnify or hold harmless the Owners for any losses, claims, damages, and expenses arising out of or resulting from the negligence of the Owners.

Contractor shall not commence work under this contract until he has obtained all insurance required under this Section and such insurance has been approved by the Owners Attorneys, nor shall the Contractor allow any sub-contractor to commence work on his subcontract until all similar insurance required of the subcontractor has been so obtained and approved.

**A. Worker's Compensation Insurance and Employer's Liability Insurance**

The Contractor shall take out and maintain during the life of this contract the applicable statutory Worker's Compensation Insurance with an insurance company authorized to write such insurance in this state covering all his employees, and in the case of any work sublet, the Contractor shall require the subcontractor similarly to provide statutory Worker's Compensation Insurance for the latter's employees. The Contractor shall take out and maintain during the life of this contract, Employer's Liability Insurance with a limit of \$100,000 in an insurance company authorized to write such insurance in all states where the Contractor will have employees located in the performance of this contract, and the Contractor shall require each of his subcontractors similarly to maintain common law liability insurance on his employees.

State	Statutory
Applicable Federal	Statutory
Employer's Liability	\$100,000

**B. General Liability Insurance**

1. The Contractor shall maintain during the life of this contract, General Liability Insurance, naming and protecting him and the Owners, its officials, employees and volunteers as insured, against claims for damages resulting from (a) bodily injury, including wrongful death, (b) personal injury liability, and (c) property damage which may arise from operations under this contract whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

A. Bodily Injury/Property Damage	\$2,000,000 each Occurrence \$2,000,000 Aggregate
B. Personal Injury Damage	\$1,000,000 each Occurrence
C. Contractual Liability	\$1,000,000 each
D. Products Liability & Completed Operations	Occurrence \$1,000,000 each Occurrence
2. The General Liability Insurance required by the preceding paragraph shall include the following extensions of coverage:
  - a. The coverage shall be provided under a Commercial General Liability form or similar thereto.
  - b. X.C.U. Coverage - if the contract requires any work procedures involving blasting, excavating, tunneling or other underground work, the liability coverage shall include Standard Blasting or Explosion Coverage, Standard Collapse Coverage, and Standard Underground Coverage commonly referred to as XCU Property Damage Liability.
  - c. The property damage coverage shall include a Broad Form Property Damage Endorsement or similar thereto.

- d. Contractual Liability coverage shall be included.
- e. Products Liability and/or Completed Operations coverage shall be included.
- f. Personal Injury Liability coverage shall be included.

C. Automobile Liability Insurance

The Contractor shall take out and maintain during the life of the contract such Automobile Liability Insurance as shall protect him against claims for damages resulting from bodily injury, including wrongful death, and property damage which may arise from the operations of any owned, hired, or non-owned automobiles used by or for him in any capacity in connection with the carrying out of this contract. The minimum acceptable limits of liability to be provided by such Automobile Liability Insurance shall be as follows:

Bodily Injury and Property Damage	\$1,000,000 Combined Single Limit
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D. Builder's Risk Insurance (For Building Construction Contracts Only)

Unless otherwise specified where buildings are to be constructed under this contract, the Contractor shall provide and maintain fire, extended coverage, vandalism, and malicious mischief insurance, covering such building in an amount equal to one-hundred percent (100%) of the contract amount (minimum), as specified herein.

Losses, if any, shall be made payable to the Owners and Contractor as their interest may appear. A Certificate of Insurance evidencing such insurance coverage shall be filed with the Owners by the time work on the building begins and such insurance shall be subjected to the approval of the Owners Attorneys.

E. Minimum Scope of Insurance

All Liability Insurance policies shall be written on an "occurrence" basis only. All insurance coverage are to be placed with insurers authorized to do business in the State of Nebraska and must be placed with an insurer that has an A.M. Best's Rating of no less than A:VII unless specific approval has been granted by the Owners.

F. Certificate of Insurance

All certificates of insurance shall be filed with the Owners on the standard ACCORD CERTIFICATE OF INSURANCE form showing the specific limits of insurance coverage required by the preceding Sections A, B, C, D, and showing the Owners as additional insured. Such certificate shall specifically state that insurance policies are to be endorsed to require the insurer to provide the Owners thirty days written notice of cancellation, non-renewal or any material reduction of insurance coverage.